

Executive Registry

81-2075

MEMORANDUM FOR: Acting Director of Central Intelligence

STATINTL FROM :   
 Director of Personnel

SUBJECT : Senior Intelligence Service Performance Awards

REFERENCE : SIS Sub-System 5B, Rank Stipends and Performance Awards Program.

1. Action Requested: It is requested that you approve the recommendations contained in paragraph 4 changing the procedure for allocating SIS Performance Awards and the number of classes for SIS Performance Awards.

2. Background:

a) The current SIS plan calls for SIS award allocations to the Directorates and ODCI with supplemental allocations to the Deputy Directors and ODCI for all non-Career Service SIS officers assigned to those components. The first year of awards experience revealed several problems with this approach. The supplemental allocation may not permit deserved recognition where two or more Career Services are represented due to the small number of awards allocated. Furthermore, where four or less non-Career Service officers are assigned, the Office of Personnel Management 20-percent award guideline will not permit a supplemental allocation. Non-Career Service officers assigned during the rating period may not receive full consideration by the immediate supervisor and the host Directorate Senior Resource Board (SRB) for the entire rating period. The host Career Service may not be in a position to evaluate the officer's contribution to the parent Career Service.

b) The current SIS plan makes provision for five classes of Performance Awards. These are: 20 percent, 18 percent, 15 percent, 11 percent, and 7 percent of payable salary. The dollar increment separating the classes of awards is little or no recognition for varying levels of achievement. The dollar difference between the lower percentage awards is greater than the difference between higher percentage awards. Managers and SRB's have difficulty in identifying five levels of special achievement (Attachment A).

3. Staff Position:

a) I propose that the ADCI allocate SIS-1 - SIS-4 awards to the Career Services as opposed to the former system whereby awards were

allocated to the Directorates and the ODCI with a supplemental allocation for non-careerists serving in those organizations. The immediate supervisor will continue to initiate the stipend or award recommendation with review through the operating official level. However, the parent Career Service SRB will evaluate the officer among his peers to ensure a relative degree of objectivity. The parent Career Service may initiate an award recommendation in coordination with the host Directorate in cases where the officer was reassigned during the rating period or where he or she made an outstanding contribution impacting primarily on the parent Career Service. This proposal change has been coordinated with the Heads of Career Services. All concur except for the Chairman, E Career Service who assumes that the supervisor will no longer initiate the award recommendation based on current rating period performance. My proposal does not alter this basic concept, however, it does simplify the allocation process and provide for a more equitable distribution of awards in the Agency. The Director, ICS did not concur, however, ICS has a separate but parallel SIS Program with a separate ICS ceiling allocation. Nearly 50 percent of his SIS complement are Agency detailees that are not charged to Agency Career Services strength. Therefore, I am proposing that ICS receive an awards allocation based on their total on-duty SIS strength as opposed to a supplemental allocation for CIA detailees.

b) I propose that three classes of Performance Awards be established including 20 percent, 15 percent, and 10 percent of payable salary. Twenty-percent awards will be limited to 5 percent of the officers receiving awards, 15-percent awards will be limited to 20 percent of the officers receiving awards and 10-percent awards will be limited to 75 percent of the officers receiving awards. Three classes of awards will provide greater monetary recognition for differing levels of achievement. Managers and SRB's will experience less difficulty in determining the appropriate class of awards. This proposal is consistent with current Office of Personnel Management guidance for performance awards and the increased awards cost over FY 1980 is minor (Attachment B).

#### 4. Recommendation

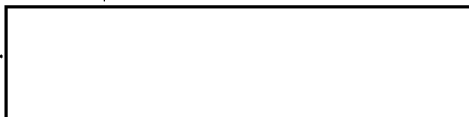
a) It is recommended that the ADCI allocate SIS-1 - SIS-4 Performance Awards on an Agency Career Service basis.

b) It is recommended that the ICS receive a Performance Award allocation based on their total SIS on-duty strength.

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SUBJECT: Senior Intelligence Service Performance Awards

c) It is recommended that you approve the establishment of three classes of SIS Performance Awards.



STATINT

Attachments

The recommendations contained in paragraph 4a, b, and c are:

(✓) APPROVED

( ) DISAPPROVED

*[Handwritten signature]*

Acting Director of Central Intelligence

*8/21/8*

Date

Distribution:

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1 - ADCI

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*I have approved your recommendations, but in executing 4a I expect close liaison with live superiors, and a clear indication in subsequent documentation for my approval where there is disagreement.*

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FIVE CLASSES OF SIS PERFORMANCE AWARDS

| Class of Award | SIS-6 Award<br>Based on \$52,750 | Increment<br>Between Awards | SIS-1 - SIS-5 Award<br>Based on \$50,112.50 | Increment<br>Between Awards |
|----------------|----------------------------------|-----------------------------|---|-----------------------------|
| 20%            | \$10,550                         | \$1,055                     | \$10,022                                    | \$1,002                     |
| 18%            | 9,495                            | 1,582                       | 9,020                                       | 1,503                       |
| 15%            | 7,913                            | 2,110                       | 7,517                                       | 2,005                       |
| 11%            | 5,803                            | 2,110                       | 5,512                                       | 2,004                       |
| 7%             | 3,693                            |                             | 3,508                                       |                             |

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Attachment B

Proposed Three Classes of SIS Performance Awards

| Class of Award | SIS-6 Award<br>Based on \$52,750 | Increment<br>Between Awards | SIS-1 - SIS-5 Award<br>Based on \$50,112.50 | Increment<br>Between Awards |
|----------------|----------------------------------|-----------------------------|---|-----------------------------|
| 20%            | \$10,550                         | \$2,637                     | \$10,022                                    | \$2,505                     |
| 15%            | 7,913                            | 2,638                       | 7,517                                       | 2,506                       |
| 10%            | 5,275                            |                             | 5,011                                       |                             |

FY 1980 Rank Stipend, Performance Award Cost. \$661,000

FY 1981 Estimated Rank Stipend, Performance Award Cost. \$691,000

(The projected increased cost results primarily from a higher FY 1981  
SIS on-duty strength)

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